

## Overview

This standard is about processing fish by hand. It details the skills and knowledge required to set-up and process fish using a knife to pin bone fillets, trim fillets, hand portion fillets, skin fish and fish fillets, steak whole fish and slice fish fillets. It is also about working to organisational product specifications and production schedules.

You will need to be able to prepare to process fish by hand. You also need to show you can process fish by hand. You must also show you can finish processing fish by hand.

This standard is for you if you work in the fish industry and are involved in the processing of fish by hand.

## Performance criteria

### *You must be able to:*

1. process fish by hand in accordance with organisational standards
2. confirm process specification
3. prepare and maintain work station throughout the process
4. obtain tools and equipment required to support planned processing operations, including hygiene and personal protective equipment
5. sharpen knife (knives) into a condition suitable for achieving required process specification
6. obtain fish to meet required process specification
7. process fish to achieve required yield and quality requirements
8. trim products to achieve required appearance
9. achieve required rate of production
10. handle and store fish and fish products in a manner which maintains quality and condition
11. make sure the product is transferred safely to the next stage in the process
12. dispose of waste material according to organisational procedures
13. deal with materials that can be re-cycled or re-worked
14. maintain communication
15. complete records in accordance with organisational requirements

## Knowledge and understanding

*You need to know and understand:*

1. what the organisational standards are and what may happen if they are not followed
2. the hygiene and personal protective clothing that is required to support hand processing
3. the tools and equipment required to support hand processing
4. how to sharpen, maintain and store knives
5. how to obtain and interpret the relevant process and quality specifications
6. how to identify commonly processed fish species
7. how to prepare and maintain work stations in a condition suitable for hand processing
8. how to pin bone fillets, trim fillets, hand portion, skin whole fish, steak whole fish and slice to achieve the required product specification
9. how to assess the quality of whole fish and fish products
10. how to deal with fish and fish products that are not fit for use
11. common quality problems associated with hand processing and their likely causes
12. the importance of accuracy during processing
13. what action to take when the process specification is not met
14. what by-products from the process can be reworked and recycled
15. product control and traceability during processing operations
16. how to dispose of waste according to organisational procedures
17. the limits of your own authority and competence and why it is important to work within those limits
18. what recording, reporting and communication is needed, how to carry this out and the reasons why it is important to do so

Process fish by hand

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